

https://jobtalent.jobcitylive.com/job/sbi-recruitment-2023-apply-now-office-clerk-posts/

# SBI Recruitment 2023 - Apply Now - Office Clerk Posts

#### Job Location

Bengaluru, Karnataka, India Remote work from: India

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#### **Base Salary**

Rs. 14,000 - Rs. 16,000

#### Qualifications

Graduate

## **Employment Type**

Full-time

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#### Description

#### SBI Recruitment 2023

The Office Clerk is responsible for providing support to the department by handling clerical and administrative tasks.

#### **Jobs Near Me**

#### Responsibilities:

- Handling correspondence
- · Maintaining files
- Perform data entry and maintain databases

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#### **SBI Careers**

## Skills:

- At least 2 years of experience in a clerical or administrative role
- 1-3 years of office experience, preferably in a clerical or customer service

## Hiring organization

SBI

# Date posted

February 24, 2023

## Valid through 31.12.2025

APPLY NOW

# Importante Link in Apply Now Button

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